

MID-STATE TECHNICAL COLLEGE

OFFICIAL PROCEEDINGS

Adams Campus

March 18, 2019

I. ROLL CALL

Board Chairperson Justin Hoerter called the meeting to order at 5:22 p.m.

Roll call was as follows:

PRESENT: Robert Beaver, Betty Bruski Mallek, Kristin Crass, Justin Hoerter, Richard Merdan, Lynneia Miller, Gordon Schalow, and Dr. Shelly Mondeik

EXCUSED: Craig Gerlach and Charles Spargo

OTHERS: Greg Bruckbauer, Dr. Karen Brzezinski, Dr. Bobbi Damrow, Laurie Inda, Dr. Colleen Kane, Dr. Mandy Lang, Ray McLemore, Brad Russell, Matt Schneider, Jill Steckbauer, Dr. Deb Stencil, Kolina Stieber and Angie Susa

II. MEETING NOTICE CERTIFICATION

Mr. Hoerter verified the meeting notice, which stated that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

III. OPEN FORUM

Mr. Hoerter opened the meeting for comments from the audience. No one wished to address the Board.

IV. APPROVAL OF MINUTES

Motion by Mr. Beaver, seconded by Ms. Crass, upon a voice vote, unanimously approved minutes from the board meeting held February 18, 2019 as presented.

V. CONSENT AGENDA

Motion by Ms. Bruski Mallek, seconded by Ms. Miller, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of February 2019 were presented in Exhibit B. These bills totaled \$1,700,747.47 of which \$1,326,025.89 represents operational expenditures and \$374,721.58 represents capital expenditures.

The district's payroll for the month of February totaled \$1,342,132.29 plus \$9,381.51 for travel and miscellaneous reimbursements and \$630,383.85 in fringe benefits. The district's bills and payroll totaled \$3,682,645.12.

2. Entered into the following contracted service agreements:

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<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146487	Physical Fitness Testing	\$ 750.00
146488	ELS Level 1	\$ 2,790.00
146489	Critical Soft Skills for the Modern Workplace	\$ 1,625.00
146490	Heartsaver CPR/AED Adult/Child	\$ 3,590.00

3. Approved the following procurement(s) for goods and services:

<u>Amount</u>	<u>Vendor</u>	<u>Department</u>
\$87,295.33	Peterbilt	School of Transportation, Agriculture, Natural Resources & Construction

VI. CHAIRPERSON'S REPORT

1. Mr. Hoerter welcomed everyone to the meeting. Mr. Gerlach and Mr. Spargo asked to be excused.

2. Mr. Hoerter announced the Spring Boards Association meeting will be held April 11-13 in Fond du Lac. The meeting will include an in-service on Student Services and annual meeting elections. Anyone interested in attended should contact Ms. Susa for arrangements.

3. Mr. Hoerter announced the Boards Association Nominations Committee requested assistance in identifying District Board members interested in serving as Association President, Vice President and Secretary/Treasurer for the 2019-2020 year.

Motion by Mr. Beaver, seconded by Ms. Miller, upon a voice vote, unanimously nominated Betty Bruski Mallek for District Boards Association Vice President.

Motion by Mr. Beaver, seconded by Ms. Bruski Mallek, upon a voice vote, unanimously nominated Vernon Jung of Moraine Park Technical College for District Boards Association President.

4. Mr. Hoerter announced the Spring Board Advance will be held on Thursday, May 9. A draft agenda was provided for feedback.

5. Mr. Hoerter announced Spring Commencement will be held Sunday, May 19 at 1:30 p.m. at SentryWorld in Stevens Point. Board members are invited to participate. Those members participating will be seated on stage and wearing regalia. Please let Ms. Susa know if you plan to attend.

6. Mr. Hoerter reported the annual Board Appointment Committee Meeting will be held Thursday, March 21 at 5:00 p.m. in the District Conference Room on the Wisconsin Rapids Campus. Employer, Employee and Additional Member positions are being considered.

7. The next Mid-State Board of Directors meeting will be held on Monday, April 15 at the Wisconsin Rapids Campus. Committee meetings will be held at 4:15 p.m., Committee-of-the-Whole will begin at 5:00 and the regular meeting will begin at 5:20 p.m., unless otherwise announced.

VII. FOUNDATION BOARD LIAISON REPORT

1. Foundation & Alumni Director Jill Steckbauer reported the Employee Giving Campaign "Be a Super Hero in the Lives of our Students" was held during February and raised \$25,227.

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2. Ms. Steckbauer reported high school scholarship applications increased to 150 received compared to 86 in 2018. In addition, the spring application window for August 2019 opens on May 6 through June 21, 2019.

3. Ms. Steckbauer provided an update on the work the Foundation and College have completed in regards to an in-kind/gift acceptance policy.

4. Ms. Steckbauer reported on the use of emergency grants through March 15. Compared to the same timeframe in 2018, fund usage has significantly decreased.

VIII. PRESIDENT'S REPORT

1. Dr. Mondeik highlighted recent on campus events including receipt of a new cow simulator and program identity marketing opportunities.

2. Dr. Mondeik announced Governor Tony Evers and Department of Workforce Development Secretary Caleb Frostman visited the Wisconsin Rapids Campus for a tour and conversation focused on apprenticeship. Employer partners joined us along with apprentices for the visit and helped highlight our apprenticeship programs.

3. Dr. Mondeik announced the college submitted its Higher Learning Commission Portfolio on March 11. Mid-State's Institutional Effectiveness & Quality Manager Dr. Beth Ellie led the collaborative process for the college.

4. Dr. Mondeik announced an academic realignment at the college. Dr. Colleen Kane will continue to oversee the School of Health, and will now oversee the School of Protective & Human Services as well. In addition, Campus Deans will move to academics. Step two of the alignment will be complete by June 1.

5. Dr. Mondeik reported the WTCS Board and Presidents Association will meet in the coming days. A tuition increase will be considered along with state grant approvals.

IX. FINANCE & AUDIT COMMITTEE

1. In place of Finance & Audit Committee Chairperson Charles Spargo, Kristin Crass reported the committee reviewed its Consent Agenda items and had no questions.

2. Ms. Crass provided an overview of the Treasurer's Report which the Committee previously discussed in detail. Any/all questions were addressed in committee or during the full Board meeting.

3. The following items were presented for informational purposes only:

a. WTCS BOARD UPDATE – Ms. Crass reported a tuition increase recommendation will be considered by the WTCS Board in the coming days.

b. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES – No topics were discussed.

X. ACADEMIC & HUMAN RESOURCES COMMITTEE

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1. Academic & Human Resources Committee Chairperson Lynneia Miller reported the committee had no consent agenda items this month.
2. The following items were presented for informational purposes only:
 - a. NEW PROGRAMMING PRESENTATION – Ms. Miller reported Vice President of Academics Dr. Deb Stencil provided an overview of four new proposed programs for the college; Accounting Assistant, Machinist Apprenticeship Program, Electrical & Instrumentation Apprenticeship and Electricity for Construction Apprenticeship. Next month, these programs will be presented for approval.
 - b. IN-SERVICE RECAP – Ms. Miller reported the college held College-Wide In-Service on February 25 with a theme of “Getting to Know Our Students.” Based on survey results, employees enjoyed the President’s Address and provided a 90% overall satisfaction rating.

XI. FACILITIES & EXTERNAL RELATIONS COMMITTEE

1. Facilities & External Relations Committee Chairperson Robert Beaver reported that the committee had no Consent Agenda items.
2. The following items were presented for informational purposes only:
 - a. PROPERTY DISPOSAL PROCESS – Mr. Beaver reported the college has reviewed and updated its property disposal process to ensure it is efficient and consistent.
 - b. WORKFORCE DEVELOPMENT CONTRACTS & PROPOSALS – Mr. Beaver reported Vice President of Workforce Development & Community Relations Dr. Bobbi Damrow provided a status update of Workforce Development contracts and proposals referenced in Exhibit D.

XII. COMMITTEE-OF-THE-WHOLE

1. SIMULATION CENTER PROJECT – Vice President of Academics Dr. Deb Stencil and School of Health and School of Protective & Human Services Dean Dr. Colleen Kane provided an overview of the proposed Mid-State – Aspirus Riverview Hospital Simulation Center Project. The project aims to increase capacity in health programs and meet healthcare training needs through the development of a state-of-the-art simulation center at Aspirus Riverview Hospital.

XIII. DISCUSSION AND ACTION ITEM

1. ADAMS CAMPUS AND COMMUNITY UPDATE – Adams Campus Manager Laurie Inda provided highlights of learning activities at the Adams Campus as well as an update on community happenings and Mid-State’s related involvement.

XIV. CLOSED SESSION

There was no closed session this month.

XV. ADJOURNMENT

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There being no further business, the Board meeting adjourned at 6:22 p.m. with a motion by Mr. Beaver, upon a voice vote.

The next meeting of the Mid-State Technical College Board will be on Monday, April 15, 2019 at the Wisconsin Rapids Campus. Committees will meet at 4:15 p.m., unless otherwise announced, Committee-of-the-Whole will meet at 5:00 p.m. and the regular meeting will begin at 5:20 p.m..

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary